

AUTONOMOUS STATE MEDICAL COLLEGE, GONDA

General Rules and Regulations for Students

- The UG/PG students will comply with the rules, regulations of the code of conduct incorporated in this book & comply with University Rules, MCI/NMC Rules, UP state Govt. Rules & MOH GOI Rules as application & to be applied.
- The UG/PG students will conduct himself/ herself in a civilized and cultured way, whether in the campus, classroom, hospital, hostel mess, auditorium, gatherings, programs and transport bus.
- The UG /PG student will carry his/her identity card all the time and will show it, if asked for, to the Principal & C.M.S./other authorities of the institution/ hospital.
- The UG/PG student will not resort to or indulge in any acts of violence or use unparliamentarily language in any part of the campus with anyone & even amongst themselves.
- No slogans will be raised or written by them in any part of the campus by UG/PG students.
- The UG/PG students will facilitate in keeping the premises clean and beautiful, conducive to desired academic environment.
- The UG/PG student will not indulge in any criminal activities or moral turpitude alone or jointly with others or by way of abetting them with or outside the campus.
- No political activity of any kind is permitted within the campus to UG/PG students.
- Any anti-social activities or illegal acts or sheltering anti-social elements are also strictly prohibited in the Institute campus.
- No arms or weapons will be used or brought inside or kept in possession by any UG/PG students at institute campus/ hospital.
- UG/PG student will not make any direct complaint / representation individual or collective, to anybody, office or authority for any grievance without prior approval of the Principal.
- Vehicles are not allowed within campus.
- The institute reserves its right to have the UG/PG student suspended, restricted and the hostel vacated from him or her and intimating the police authorities depending on gravity of misconduct.
- Parents/ Guardians in case of need will address all correspondence to the Principal only.
- A notice displayed on Institute notice board will be deemed to have brought to the notice of the UG/PG students. They therefore must keep watching the notice boards on regular basis.

Disciplinary Code of Conduct, ASMC Gonda

This code of conduct is applicable to all UG/PG students on roll of the ASMC Gonda. A student committing any breach of discipline as specified below will render himself/herself liable for disciplinary action.

- a) Found indulging in ragging of juniors.
- b) Absence from lectures/ clinics/practical/ training programs without any valid reason/permission.
- c) Absenting from hostel, without leave / permission.
- d) Overstay of sanctioned leave/ vacation.
- e) Absenting from Exams without any valid reason like sickness/ hospitalization etc.
- f) Using any type of unfair means in tests/ examination practical like in periodical/ monthly/ semester/ final exams.
- g) Absenting from hospital during hospitalization without valid out pass.
- h) Absenting from other place/activity officially requiring the presence of the student.
- i) Improper turnout such as wearing unauthorized items, not shaving, improper haircut, improper dress like Jeans, T-shirts, lowers, shorts, capris etc.**
- j) Moral turpitude or misbehavior and misconduct of any kind with associates, staff, patients, fellow students and outsiders.
- k) Use of criminal force on fellow students/ patients/ relatives of patients / faculty/ doctors.
- l) Neglect of studies and unsatisfactory progress in academics.
- m) Disobedience of order and insubordination to staff and faculty.
- n) Loss/damage to intent identify card is deemed to be property & not to be lost/ damaged.
- o) Drug abuse, i.e. possession/ consumption of any kind (weed, alcohol, tobacco in any form).
- p) Violation of standing orders or any other orders published by Principal/ displayed on notice boards from time to time.
- q) Eve teasing of colleagues/ creating nuisance in the class or during organized function.
- r) Failing to pay compliments to seniors/ faculties.
- s) Keeping unauthorized occupants including friends and relatives in the hostel/ guest rooms.
- t) Failure to report an unusual occurrence.
- u) Found smoking in college premises.
- v) Collection of funds for any purpose, unless authorized by college authorities.
- w) Violation of laid down channel of communication & meeting with Principal.
- x) Refusal to accept any duty allotted by any faculty.

- aa) Joint action by UG/PG medical students e.g. combined petition, representation, agitation strike,

mutiny, mass bunking & hooting in classes etc.

- ab) Complaint / any adverse report of breach of discipline or an act contrary to good conduct received from any college or hospital office or other unit/ agency.
- ac) Visiting out of bound places in contravention of orders.
- ad) Negligence or an act of omission or commission in the duties of student assignments/ exams.
- ae) Unbecoming conduct on the part of a UG/PG students.
- af) Any other breach of discipline not mentioned above but contrary to any provision of the Code of Conduct and Rules & Regulation of college, University Rules & MCI/NMC Rules.

Removal from College Rolls:-

UG/PG student will be removed from the rolls of the college by appropriate authority on the ground of:-

- a) Unsatisfactory disciplinary conduct.
- b) Unsatisfactory progress during academic year.
- c) Knowingly or unknowingly furnishing false information/ particulars for admission to the institute.
- d) Absence from college for long period without information or failure to appear in university examination for 4 years.
- e) Any other activity deemed to be against institute or detrimental to image of institute.

Rustication from college:

A UG/PG student may be suspended/rusticated for a term or more by the college authority on disciplinary, academic or administrative reasons.

On suspension /rustication, UG/PG student will vacate the hostel within 24 hours.

The college has no liability, whatsoever if the student proceeds elsewhere.

Change of address/ nearest Railway station:-

It is the responsibility and duty of UG/PG students to inform the warden, administrative officer, UG/PG Section in case of changes of address of parents or guardian. Phone/mobile numbers of self, parents/ guardians should be updated in the office/ hostel records by the students.

AUTONOMOUS STATE MEDICAL COLLEGE, GONDA

HOSTEL RULES & REGULATIONS

The UG/PG students may avail the facility of the hostel, provided by the ASMC Gonda. The relevant provision are as under:-

1. Accommodation in the boys/girls hostel is provided to the students on availability (first come first serve) and not as a matter of right.
2. The policy for allotment of rooms will be decided by the concerned authorities of Institute and may be changed to cater to the unforeseen cases/ circumstances. Allotment of rooms made by the Principal or any designated authority will be strictly adhered to. Changes shall not be made on their own on mutual consent or other basis among students themselves.
3. The main gates of hostels will be closed at 09:00 PM in the night and be opened at 5:00 AM in the morning

[Any student coming after 9:00 PM will have to deposit his/her identify card to the security at the main gate. Their identity cards will be sent by security to the Principal next morning from where the student can collect them back after proper written explanation.]

4. No personal music system, television and electric or gas cooking appliances are allowed in the hostel. Any loud music which disturbs other is prohibited.

Payment of Hostel Fees:-

No UG/PG student is permitted to stay in the hostel without paying fee and obtaining an allotment order from the Principal.

Visitors/Guest:-

UG/PG students may receive visitors in visitor's room & only during the timing given below. No single lady other than mother, sister or first degree relative will be allowed to meet a male student. No male other than father, brother or first degree relative will be allowed to meet a female student, unless it is mentioned in the visitor's register and can meet in the visitor's room at prescribed timing only.

1. Visiting hour-5:00 PM to 6:00 PM.
2. Sunday and holiday-9:00 Am to 5:00 PM.

In case, it is discovered that UG/PG student has misused the facility in contravention to above orders, disciplinary action will be initiated.

Care of hostel Assets/ Property:-

Room Inventory

- All furniture/ fixtures in the room allotted to UG/PG students must be properly taken care of.
- UG/PG student will be required to pay the original cost of any items found missing from the room and also be required to pay the charges of repair of items that are found to have been willfully damaged for unfair wear & tear along with penalty, and this will attract disciplinary action also.
- UG/ PG students are prohibited from interchanging any furniture/ fixture from one point/ location in the hostel to another. Such acts will TANTAMOUNT to willful act of indiscipline & this will attract disciplinary action also.

Economy in consumption of Water & Electricity:

It will be incumbent upon students to exercise restraint in the use of water & electricity.

Lights/fans ,water taps not in use must be switched off whenever a UG/PG students leaves his/her room.

Maintenance of cleanliness in hostel:

- a) It is the responsibilities of inmates to keep respective rooms and corridors clean.
- b) All eatables to be kept in sealed containers to avoid infestation by rodents.
- c) For inmates of Girls Hostel, it is obligatory to dispose off sanitary napkins in designated dustbins. **SANITARY NAPKINS SHOULD NOT BE FLUSHED IN TOILET/COMMODE AS THEY CAN CLOG THE DRAINAGE PIPELINE.** Users will be held responsible for the consequences if this instruction is not followed.

Visit to local Guardian/Parents:

The inmate of the hostel is required to fill up a prescribed application (out pass) to stay out of hostel and get it duly approved by the warden before leaving well in advance. (2 days prior to leaving date).

Mess/Dining Hall:

UG/PG students shall have his/her food within stipulated hours in mess. Late comers will not be entitled for these services.

· UG/PG Students shall have food in the dining hall.

· Food is not permitted to be carried outside the dining hall or to the hostel rooms.

- Students shall not waste food.They must take care in serving themselves the required quantity.
- UG/PG students shall not enter into the kitchen and storage areas except designated member if within purview of rules.

Channel of communication:

UG/PG Students will neither correspond directly with higher authorities nor will they approach the Principal directly.

The channel of communication for UG/PG student will be as given follows:

- a) For UG/PG students of boys & girls' hostel, matter through the block monitors/ hostel Representatives, caretaker, assistant warden, warden and then to Principal.
- b) For mess matters, through mess representatives of mess committee, caretaker, assistant warden, warden and then to Principal.
- c) For any personal problems of distressing and confidential nature, the UG/PG students may directly approach Mentors appointed from amongst the faculty members and hostel authorities any time & seek help.
- d) UG/PG students will meet Principal when called or in any emergency or after 3 PM with prior permission.

Principal

Autonomous State Medical College

Gonda